



PRELIMINARY PLAT APPLICATION

File Number: _____ (to be filled in by City Staff)
Project Name: _____
Project Address: _____
Description of project: _____

Applicant Name: _____
Applicant Address: _____
Applicant Phone Number: _____ **Fax Number:** _____
E-Mail Address: _____

_____ affirms that he is/ she is/ they are the owners/ specifically
authorized agent of the property located at: _____

_____ petitions the City of Fayetteville Planning and Zoning
Commission to consider the proposed site preliminary plat located in a _____ Zoning
district.

The applicant tenders herewith the sum of \$_____ to cover the expenses of staff
administrative review.

☐ **Date Paid:** _____

☐ **Signature of the Applicant:** _____

☐ **Notary Public:** _____

Staff Signature: _____

Date: _____

P&Z Work Session: _____

P&Z Voting Meeting: _____

- ◆ *Applications will not be considered complete until all items have been supplied. Incomplete applications will NOT be placed on the Planning & Zoning Commission agenda and will be returned to the applicant.*
- ◆ *All items must be reviewed and approved by Staff & must be in compliance with current City Ordinances.*
- ◆ *The City shall have five business days in order check applications for completeness.*

APPLICATION/CHECKLIST

*All items must be submitted by 12:00 noon on the day of the deadline. Return this APPLICATION/CHECKLIST with submittal. Incomplete submittals **will not be reviewed**.*

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| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Eight (8) black line copies of the development site plan and elevations for departmental review. To include: <ul style="list-style-type: none"> ▪ Vicinity map showing project location, north arrow, graphic scale & date ▪ Property boundary lines, with bearings & distances ▪ Existing roads, streets, highways, & respective r-o-w widths on or adjacent to property ▪ Existing drainage ditches, canals, water courses, and drainage easements on or adjacent to the property ▪ Existing buildings, structures, and facilities on development property and adjacent property ▪ All existing utility lines on or adjacent to the property ▪ Adjacent property land uses, zoning and property owner names <input checked="" type="checkbox"/> Ten (10) 11"x 17" copies of the site plan & elevations for Commission review. <input checked="" type="checkbox"/> TIFF of JPEG file of site plan & elevations <input checked="" type="checkbox"/> Narrative describing nature & scope of project <input type="checkbox"/> Wetlands boundary determination & certification (USACofE) <input type="checkbox"/> Topographic Survey, drainage plan and stormwater runoff calculations <input type="checkbox"/> Grading & utility plan, including: <ul style="list-style-type: none"> ▪ Final design & layout of underground electric, telephone, gas & cable TV utility lines <input type="checkbox"/> Soil erosion & sediment control plan, including: <input type="checkbox"/> Detail sheets for soil erosion & sediment control facilities, | <ul style="list-style-type: none"> <input type="checkbox"/> stormwater management facilities and utility profiles <input type="checkbox"/> Stormwater Management Plan, showing downstream impact & final disposition of water <input type="checkbox"/> CAD/GIS Data Submission Standards <input type="checkbox"/> Tree Protection Plan (TPP) including: <ul style="list-style-type: none"> ▪ Tree survey & identified trees requested for removal ▪ Tree protection zones and proposed tree protection methods ▪ Tree planting & replacement plan ▪ Name, registration & contact info for responsible professional <input type="checkbox"/> Lighting Plan, conforming to the provisions of Sec. 94-322 <input type="checkbox"/> Existing & proposed fire hydrant locations <input type="checkbox"/> Proposed access to existing roads, circulation routes, parking space layout & dimensions <input type="checkbox"/> Proposed setbacks, buffers, open spaces areas & landscaped areas <input type="checkbox"/> Final water supply & sewage disposal plans <input type="checkbox"/> Letters of capability & commitment to serve water, sewer, electric, telephone, & cable TV from the affected agencies <input type="checkbox"/> DNR permits & approvals <input type="checkbox"/> DOT encroachment permit <input type="checkbox"/> Fire safety standards approval by Fire Official <input type="checkbox"/> Mainstreet Director's certification of compliance (for projects within Mainstreet District) <input type="checkbox"/> Other applicable agency permits or approvals listed below: <div style="border-top: 1px solid black; height: 10px; margin-top: 5px;"></div> <div style="border-top: 1px solid black; height: 10px; margin-top: 5px;"></div> <div style="border-top: 1px solid black; height: 10px; margin-top: 5px;"></div> |
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